

**MEMORANDUM**

Public Works Department

**DATE:** January 29, 2020

**TO:** Bicycle/Pedestrian Advisory Committee

**FROM:** Nate Baird, Transportation Planner  
Ria Hutabarat Lo, Transportation Manager

**SUBJECT:** Election Process for 2020 Chairperson and Vice Chairperson

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**RECOMMENDATION**

Elect a Chairperson and Vice Chairperson for the 2020 calendar year.

**BACKGROUND**

The Bicycle/Pedestrian Advisory Committee (B/PAC) bylaws<sup>1</sup> require that the Committee elect from its own membership a Chairperson and a Vice Chairperson at the first meeting each calendar year beginning January 1.

The duties of the Chairperson are to preside at all meetings of the Committee. The duty of the Vice Chairperson is to perform the duties of the Chairperson when the Chairperson is absent.

**DISCUSSION**

The elections are conducted for the Chairperson and Vice Chairperson positions individually and in sequence. Immediately preceding the vote, the Chairperson will ask if there are any nominations from the floor, then close the nominating process to establish the final list of candidates for each position. The affirmative vote of a majority of the Committee members is required to elect the Chairperson and Vice Chairperson. The term of office for both positions is from January to December 2020.

NB-RHL/6/PWK/935-01-29-20M

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<sup>1</sup> B/PAC bylaws are available for review online at the following hyperlink:  
<https://www.mountainview.gov/civicax/filebank/blobdload.aspx?BlobID=13516>